



Skype!

Skype is a wonderful program that enables you to make video calls with friends and family around the world!

You will need:

- Webcam
- Microphone (often built into your webcam)
- Internet connection
- Email address

1. Go to www.skype.com to download Skype. Click “Downloads” and click the “Get Skype for Windows Desktop” button. If you are running another operating system, like a Mac, Linux or Windows 8, find the appropriate buttons below.
2. When the program is done downloading, locate the file – which will end in .exe – and double click it. Follow the onscreen step by step instructions to install the program onto your computer.
3. Once the program has finished installing, it will prompt you to sign up for an account or sign into Skype with an

existing Skype account. Create an account with your email address and choose a password.

Tip: Be sure your email password and Skype password are different!

4. Add contacts! Click the Search box. Type the name, username or email of the person you want to add and press “enter”. If there are multiple results, be sure to find the right person! Click their name and select “Add to Contacts”. They will receive your contact request the next time they are online!
5. If the contact you wish to speak to is online, you may click their name and select “Video Call”. This will enable them to see you – and you can see them! For voice only, click “Call”. You can also type messages in the chat box to send without calling.
6. When you are done speaking, click the image of the red phone to hang up!

Tips: Skype Premium allows you to call landlines, send texts, have “group video” chats with more than two people, and gives you unlimited calls to your country of choice. Even without Premium, though, Skype is a very useful program!

Go to <https://support.skype.com/en/> for more info!